



DEVELOPMENTAL DISABILITIES PLANNING COUNCIL

DRAFT MINUTES

September 22, 2009

10:00 a.m. – 2:00 p.m.

ARIZONA STATE CAPITOL – First Floor Conference Room

1700 West Washington Street

Phoenix, Arizona 85007

A general meeting of the Developmental Disabilities Planning Council (DDPC) was convened on September 22, 2009 at the Arizona State Capitol First Floor Conference Room, 1700 West Washington, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the Developmental Disabilities Planning Council:

Members Present		
John Black	Greg Devorce	Charles Ryan
Barbara Brent	John Eckhardt	Elmer Sauflie
Susie Cannata	Hayden Hanna	Paul Suedkamp
Richard Carroll	Joyce Millard Hoie	Stephen Tully
Colette Chapman	Will Humble	Rhonda Webb
Monica Cooper	Edward Myers	
David Cutty	Karla Phillips	
Staff/Guests Present	Members Absent	
Patti Cordova	Jamie Aiken	
Naimah Higgins	Leslie Cohen	
Sheryl Matney	David Copins	
Elizabeth Hill	Asim Varma	

A. Call to Order

Chairman Tully called the meeting to order with nineteen (19) members present, two (2) staff and two (2) guests.

B. Welcome and Introductions

Chairman Tully welcomed the Council Membership and briefly explained the sunset of the previous Council and the re-establishment of the current Council via Governor Brewer's Executive Order. Chairman Tully mentioned that to some extent he is aware of the challenges of the past Council. Chairman Tully underscored the need to move forward so that federal funding can be best used in Arizona's developmentally disabled community. Chairman Tully asked members to introduce themselves.

C. Transition to Arizona's Developmental Disabilities Planning Council

Chairman Tully provided a summary of the meeting agenda, including an introduction of guests, Elizabeth Hill and Sheryl Matney who were providing key presentations on Arizona's Open Meeting and Serving on a State Council for Developmental Disabilities. Chairman Tully emphasized the need for the Council to vote on Arizona's Five-year State Plan at today's meeting. He explained that in order for Arizona to continue to receive federal funding per the Developmental Disabilities Act, the Council must vote to adopt the previous Council's plan by the end of this month. Chairman Tully stated that by taking this action the Council would acknowledge that it may not agree to the full content of the State Plan, but due to time constraints would adopt the Plan with the understanding that changes can be made in the future.

D. Review of Binder and Agenda

Interim Executive Director Patti Cordova reviewed the Developmental Disabilities Planning Council Handbook/Binder that was provided to all members.

E. Open Meeting Law Presentation

Ms. Elizabeth Hill, Assistant Ombudsman for Public Access at the Arizona Ombudsman Office provided a comprehensive overview of Arizona's open meeting law, A.R.S. § 38-431. Areas highlighted included:

- Who must comply with open meeting law?
- 2007 amendment to statute.
- What must a public body do?
- What is a quorum?
- Public notices.
- Crafting the agenda.
- Location of the public meeting.
- Calls to the public/public rights.
- Executive sessions.
- Legal advice.
- Minutes and recordings of the meeting.
- Prohibited communications.
- Ratification of violations.
- Penalties to violations of open meeting law.

Lunch

A short break for Council members and public members was provided. Lunch was served during the meeting for Council membership and guests. The meeting resumed upon all members receiving their lunch.

F. Serving on a State Council for Developmental Disabilities Presentation

Ms. Sheryl Matney, Technical Assistance Manager for National Association of Councils on Developmental Disabilities provided a presentation, *Serving on a State Council for Developmental Disabilities*. Areas highlighted included:

- Roles and responsibilities of a council member.
- Developmental Disabilities Act.
- The State Plan.
 - Childcare Related Activities

- Early Intervention Activities
- Education Activities
- Employment Related Activities
- Formal and Informal Community Supports
- Health Related Activities
- Housing Related Activities
- Recreation Related Activities
- Inclusion
- Program Evaluation
- Council Committees.
- Conflict of Interest.
- Council Vacancies.

G. The Arizona State Plan

Chairman Tully explained to Council members that the Arizona State Plan needs to be adopted by the Council or our state will not qualify for Federal Fiscal Year 2010 funding, beginning October 1, 2009. Goals must remain firm and if changed a 45-day public comment period is required. Objectives can be amended at any time, without public input. Prior to taking any action on the ratification of the current State Plan a discussion regarding future changes in the State Plan took place:

- Will Humble suggested that prior to the next meeting all members read the State Plan and be prepared to discuss.
- John Black suggested that past Council minutes be referenced to understand background of the State Plan.
- Karla Phillips requested that Sheryl Matney provide 'good examples' of State Plans.
- Steve Tully mentioned using data compiled by Professor David Braddock, Ph.D., Executive Director of the University of Colorado Institute of Cognitive Disabilities.
- Richard Carroll stated that a past PowerPoint presentation, summarizing the stakeholder forums and studies used to help craft the current State Plan is available. He will send this information to Ms. Cordova for distribution to the Council. Mr. Carroll also suggested that the State Plan covered all areas and this may be unnecessary.
- Paul Suedkamp reminded members that the State Plan was developed in 2006 and that an evaluation of the goals and objectives should be available for review.
- Will Humble mentioned that Council funds could be leveraged for strengthening resources and for the advancement of policy. He mentioned First Things First, a state agency that has designed a quality improvement plan for the pre-school population. Possibly that plan can address pre-school children that are disabled as well.

John Black moved to adopt the Arizona's Five-year State Plan. Edward Myers seconded the motion. With no further discussion, the motion passed with fifteen (15) ayes, zero (0) nays and four (4) abstentions.

H. Schedule Future Meetings

The next meeting was scheduled for Monday, December 7th from 10:00am to 2:00pm, location to be decided.

Discussion was also held on the recruitment and hiring of the permanent Executive Director. Chairman Tully stated that in the near future he will appoint five members to assist in this selection, per the Executive Order, and hopefully by the next meeting we will have

the new Executive Director on board. It was suggested that for the December meeting the new Executive Director can assist in presentations regarding various data that will support future amendments in the State Plan. Therefore, it is anticipated that no action will be taken on the State Plan in December but rather the new Executive Director is given time to become familiar with all facets of Plan and Developmental Disabilities Act.

Chairman Tully also mentioned that he had just learned of the October National Association of Councils on Developmental Disabilities (NACDD) Annual Conference in New Mexico, for which Arizona's Council is a co-sponsor. He mentioned that he will contact specific membership to see if they are interested in attending on behalf of Arizona.

I. Processing Travel Claims

Interim Executive Director Patti Cordova informed all Council members that information would be forthcoming via e-mail with instructions on how to claim mileage reimbursement for travel to and from meetings, and for traveling out-of-state for various Council-approved functions.

J. Call to the Public

Chairman Stephen Tully made a call to the public. Comments were taken from Ms. Karen Van Epps and Ms. Margaret White.

Ms. Van Epps stated that the prior Council set as a priority the need to serve the most disabled. She also questioned how the general public and the disabled community will be informed of future Council meetings.

Ms. White stated that she felt the State Plan was very broad and all-encompassing. She felt some of the goals and/or objectives could be eliminated; however, the current Plan required a two-year development process and it was probably unnecessary to repeat this course of action. Lastly, Ms. White invited all to an art gallery which displays the art from sixteen artists with disabilities.

K. Adjourn

Edward Meyers moved to adjourn the meeting. Monica Cooper seconded the motion. With no further discussion, the motion passed with fifteen (15) ayes, zero (0) nays and four (4) abstentions.

Dated the 14th Day of October, 2009
Developmental Disabilities Planning Council
Respectfully Submitted By:
Patti Cordova
Interim Executive Director